



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, APRIL 7, 2014
AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING A PROPOSED TEXT AMENDMENT
FOR SIGNS IN RESIDENTIAL DISTRICTS**

Mayor David L. Willson called the Public Hearing of the Board of Aldermen to order at 7:00 p.m.

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Schrader, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

The following notice of the public hearing was then read:

“The City of Manchester Board of Aldermen shall hold a public hearing on Monday April 7, 2014 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive to consider the following:

A Proposed Text Amendment for Non-Residential Signs in Residential Districts”.

Mayor Willson advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City staff.

Director of Planning, Zoning, and Economic Development Franz Kraintz spoke as a proponent. He stated that the text amendment has been brought to the Planning and Zoning Commission and it is recommended to the Board of Aldermen. The text amendment to signs in residential districts comes about as a result of language which first states that signs should be prohibited in residential districts except for small announcement or professional signs that are not larger than two square feet, and also sale and lease rental signs that are larger than six square feet. He said in residential districts those are the only signs you can have.

Director Kraintz stated that everyone knows that in residential zoned districts we have non-residential uses, such as schools, churches, libraries, pools, and clubhouses where there are signs that indicate those uses. He said those are all prohibited and outlawed currently. In the addition it came about where some of the larger properties along Highway 141 had “for sale” signs which were in excess of the six square feet, so staff looked at the non-residential uses and included some signage that the residents need from time to time.

Director Kraintz stated that changes would be to first allow, in addition to the two types that we currently allow, political signs and temporary directional signs for residents who have open houses and other events. The Planning and Zoning Commission recommended that the signs not be any larger than six square feet, and there also be allowed up to six directional signs pointing drivers through the subdivision to an open house, and of course, these signs will have to be removed at the end of the day.

Director Kraintz stated another reason for prompting the changes in the Ordinance involves the non-residential uses, such as schools, churches, libraries, and subdivision amenities improvements. In this case, there are a lot of them out there currently that would be prohibited but the Planning and Zoning Commission recommended that those signs be no more than 50 square feet in area. He also discussed wall signs and monument or ground signs and square footage.

Director Kraintz stated that also signs would not currently be allowed in subdivisions or areas that are under development. He said they have allowed those types of signs in the commercial districts and taking the same requirements, with a size of 32 square feet, the Commission considered allowing it on the job site with a certain distance away from the property line. He said the signs would be removed when the job site is done.

Director Kraintz stated that for special decorative and holiday displays it would allow for temporary signs to be placed on the property at a size up to 32 square feet and some directional signage as well in the right-of-way for no more than two weeks prior to the event and to be removed within two days after the event.

Alderman Diehl stated that he was approached by St. Joseph's Church on Sulphur Spring Road, and they will be celebrating their 150th anniversary of being in Manchester. He said they want to put a big banner on their church. It would be larger than allowed in a residential area and he wondered if there is an exception, and they want to have the banner up for one year.

Director Kraintz stated those types of special events are called for, but the size limits exceeds what is proposed here and the duration; however, the Board can make an amendment to this recommendation.

City Attorney Patrick R. Gunn stated the staff is always very cautious in framing an ordinance that deals with a particular use. He said the staff could talk about a particular situation and see how it could be addressed.

Alderman Ottenad asked if the aldermen want to deal with all the questions now or when the Bill is introduced. She said she would rather wait until the Bill is read, because if they discuss this now, the other Public Hearings will be delayed.

Alderman Hamill asked about the library sign, and if that had something to do with this coming to a head.

Director Kraintz stated the library had a variance for their sign to be replaced in that location. He said they should have met a setback requirement.

Alderman Ottenad stated she inquired about this over a year ago, because there was a problem in her subdivision pertaining to property for sale, and there were huge "for sale" signs.

There were no further comments.

Mayor Willson closed the public hearing at 7:16 p.m.

Respectfully submitted,

Ruth E. Baker, CMC/MRCC
City Clerk

***Note:** This is a journal of the Public Hearing held April 7, 2014 regarding the Proposed text amendment for signs in residential districts, (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, APRIL 7, 2014
AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING A PROPOSED TEXT AMENDMENT
TO CHANGE THE NUMBER OF USED APPAREL AND
ACCESSORY STORES IN THE CITY**

Mayor David L. Willson called the Public Hearing of the Board of Aldermen to order at 7:16 p.m.

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Schrader, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

The following notice of the public hearing was then read:

“The City of Manchester Board of Aldermen shall hold a public hearing on Monday April 7, 2014 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive to consider the following:

A text amendment is proposed to change the number of used apparel and accessory stores allowed city-wide. The proposed text amendment applies to the C-1, C-2 and PCD Zoning Districts.”

Mayor Willson advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City staff.

City Attorney Patrick R. Gunn spoke as a proponent. He stated that this matter was discussed at the Board of Aldermen meeting of February 18 when a moratorium was called. He said these stores are not allowed in PBD or in the Highlands. In C-1, C-2 and PCD there would be a total of no more than three used apparel and accessory stores. The Planning and Zoning Commission has recommended there be no more than three in any of the commercial districts of the City.

Mayor Willson closed the public hearing at 7:20 p.m.

Respectfully submitted,

Ruth E. Baker, CMC/MRCC
City Clerk

***Note:** This is a journal of the Public Hearing held April 7, 2014 regarding a proposed text amendment to change the number of used apparel and accessory stores in the City, (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, APRIL 7, 2014
AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING A SPECIAL USE PERMIT REQUEST FOR
PLATO'S CLOSET TO OPERATE A USED APPAREL AND
ACCESSORY STORE AT 14206 MANCHESTER**

Mayor David L. Willson called the Public Hearing of the Board of Aldermen to order at 7:20 p.m.

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Schrader, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

The following notice of the public hearing was then read:

“The City of Manchester Board of Aldermen shall hold a public hearing on Monday April 7, 2014 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive to consider the following:

A request is made by Mr. Scott Dyer of Northstar Consulting dba Plato's Closet for a Special Use Permit to operate a used apparel and accessory store at 14206 Manchester Road. The property is zoned C-1 Commercial.”

Mayor Willson advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City staff.

Mr. Scott Dyer stated that he is one of the co-owners of the Plato's Closet and Once Upon A Child stores here in St. Louis, with typical sales of \$1 million plus annually. The Chesterfield store is the one that they would like to move to Manchester. The customers are fashion-savvy teens and twenties, with 75% or 80% of the shoppers being girls and with the remainder being the guys. Stores are like regular-used retail, although they are selling gently-used product. They have current styles from the last 12 months or so with no vintage merchandise. They sell the same things that would be found in a mall or department store.

Mr. Dyer said they actually pay cash for their merchandise; they buy the merchandise from their customers. The merchandise meets quality and style standards. There is a rigorous training

program for their staff, of three to six months, with a practical exam. He said they buy from the local community, so they are putting back about \$400,000 into the pockets of residents.

Mr. Dyer stated this is a for-profit endeavor, so sales taxes are produced. Typically there are over 50,000 transactions a year with a strict standard set by the franchisor. There is a certain set of brand standards, cleanliness of store, and customer service standards. Mr. Dyer stated that they are very involved in the community and want to be extra good community partners and extra good employers. Annually each summer they host “Fashion by Compassion” and funds are donated to local charities. The Renaissance Program at local high schools, such as Parkway South, annually contributes over \$25,000 in gift certificates to support those programs. They do have a Scholarship program. They started a new program called “no bag” so if the customer decides to not use a bag, they lend a nickel to a kiva. They pay each staff for one week’s worth of volunteering each year.

Alderman Ottenad stated that she is excited about Mr. Dyer’s desire to come to Manchester. He said that the store they plan to utilize is 6,000 square feet, but most of their stores are 2,500 to 3,600 square feet.

Mr. Dyer said they want to use the entire 6,000 square feet. He said their store in Columbia is 6,000 square feet and they would model Manchester’s store after it.

Alderman Clement asked how much build-out will be required to get the space ready for Plato’s Closet to move in.

Mr. Dyer said they would like to have an exposed ceiling. They would like to put in new flooring, paint, lighting enhancements, and fitting rooms to be added. He said it would take a couple months to complete the build-out.

Alderman Hamill said that Mr. Dyer had said they had expanded several stores. He asked if when they expanded if they were making them around 6,000 square feet or if they were exceeding that.

Mr. Dyer said that Once Upon a Child is over 6,000 but anything over 6,000 square feet needs special permission. He said the store in Chesterfield is about 3,000 square feet.

City Attorney Patrick R. Gunn read two conditions to the Special Use Permit: one is that the hours are 10:00 a.m. to 9:00 p.m. Monday through Sunday, and 11:00 a.m. to 6:00 p.m. on Sunday. The second one is that only high quality, gently-used apparel and accessories in good condition should be offered for sale, and the holder will pay cash for items rather than taking them on consignment or donation.

Mr. Dyer agreed to the two conditions of the Special Use Permit.

There were no comments from the public.

Mayor Willson closed the public hearing at 7:38 p.m.

Respectfully submitted,

Ruth E. Baker, CMC/MRCC
City Clerk

***Note:** This is a journal of the Public Hearing held April 7, 2014 regarding a Special Use Permit Request for Plato's Closet to operate a used apparel and accessory store at 14206 Manchester, (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, APRIL 7, 2014
AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

Mayor David L. Willson called the Regular Board of Aldermen meeting to order at 7:38 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Schrader, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

3. APPROVAL OF THE MINUTES

a. Minutes of the Monday, March 17, 2014 Regular Board of Aldermen meeting

Alderman Hamill made the motion to approve the Minutes of the Monday, March 17, 2014 Regular Board of Aldermen meeting. The motion was seconded by Aldermen Clement and carried 5 – 0, with no objections.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Clement made the motion to approve the Order of Items on the Agenda, as submitted. The motion was seconded by Alderman Ottenad and carried 5 - 0, without objection.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Discussion and Proclamation presentation for Work Zone Awareness Week

Director of Public Works Bob Ruck stated that this is National Work Zone Awareness Week, a ceremonial kickoff to the highway construction season for the nation. It is designed to draw attention to safe travel through work zones. He introduced Mr. Tom Blair, Assistant District Engineer for the St. Louis area of the Missouri Department of Transportation.

Mr. Tom Blair, Assistant District Engineer for the Missouri Department of Transportation, MoDOT, stated that he has had many of his team members killed in the line of duty. He showed a couple videos of some employees talking about work zones. They work diligently trying to find better ways to know of their presence.

Mr. Blair stated there were 219 crashes last year in work zones and there were eight people killed in work zone crashes in the State of Missouri. He said earlier today they launched their National Work Zone Awareness kickoff and due to rain nobody showed up for their Work Zone Awareness Week kickoff. This is the time of year, out there on interstates and other roads as well, when workers are very vulnerable. We need motorists to pay attention to work zones. Workers are out there working with shovels, and working out of their truck, etc. MoDOT wishes all municipalities in the area would take Work Zone Safety as seriously as Manchester. There is a Work Zone Awareness 5-K this Saturday in the West St. Louis County area.

Mayor Willson said we all need to be cognizant of work zone safety. He said that speeders come close to hitting City workers too, this is not only happening on I-55 and I-64.

Mayor Willson presented a Proclamation to Mr. Tom Blair.

b. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Willson reported that on March 19, he was delivering meals for the Mideast Area Agency on Aging, the MEAAA. Sometimes that is the only hot meal certain individuals get in a day.

On March 25, along with Director Bob Ruck, he met with various officials of MoDOT.

Mayor Willson reported on March 27, he attended the Historic Review Commission appreciation dinner at Tuckers.

On March 28, he attended the Photo Contest sponsored by the Manchester Arts Council.

Mayor Willson reported that on April 3, he attended the staff meeting. Also on that day, along with City Administrator Hixson, Mayor Willson went to Parkway School District's roll-out of their new buses. He also attended the Planning and Zoning appreciation dinner at 7:45 p.m. when there was one inch hail, but that didn't interrupt their dinner.

Mayor Willson reminded citizens to go out and vote the next day.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of March 17 – April 4, 2014)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Clement stated that the Planning and Zoning Commission did not meet. He stated the Planning and Zoning Appreciation dinner was very nice.

b. Historic Review Commission

Alderman Diehl stated that the Commission met this evening prior to this meeting. They are working on revising and updating the Historic Review Commission Ordinance. It was last updated in January, 2004. They want to better recognize the heritage of the City and make it simple to understand.

Alderman Diehl stated that the Historic Review Commission dinner held recently was very nice, and they all enjoyed it.

c. Homecoming Committee

Alderman Ottenad reported that the Homecoming Committee has not met and will not meet in April, so, there is no report.

d. Manchester Arts

Alderman Clement advised that the photos displayed in the meeting room are the winners for this year. There were about 200 entries. The Traffic Signal Box Project is moving forward and they have four artists who are willing to design and paint, if chosen. There are six traffic boxes in the City.

Alderman Clement stated there are three summer concerts coming up with the Manchester Community Band. The first one will be in June; there is more information yet to come.

9. ACTION ON OLD BILLS

a. There were none.

10. INTRODUCTION OF NEW BILLS

a. RESOLUTION ACCEPTING BID FOR CONCRETE STREET SLAB REPLACEMENT

Alderman Schrader read Proposed Resolution # 14-0486, entitled: "A RESOLUTION ACCEPTING THE BID OF J. M. MARSCHUETZ CONSTRUCTION COMPANY IN AN AMOUNT NOT TO EXCEED THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$375,000.00) FOR THE 2014 CONCRETE STREET SLAB REPLACEMENT PROJECT IN VARIOUS LOCATIONS THROUGHOUT THE CITY OF MANCHESTER AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT THEREFOR", by title only.

Alderman Schrader made the motion for approval of Resolution # 14-0486. The motion was seconded by Alderman Clement and carried unanimously, without objection.

b. RESOLUTION ACCEPTING BID FOR RECONSTRUCTION OF PORTIONS OF GLAN TAI DRIVE AND BIG BEND WOODS DRIVE

Alderman Ottenad read Proposed Resolution # 14-0487, entitled: "A RESOLUTION ACCEPTING THE BID OF J. M. MARSCHUETZ CONSTRUCTION COMPANY IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$165,000.00) FOR THE REPLACEMENT OF CERTAIN STREET SECTIONS ON GLAN TAI AND BIG BEND WOODS DRIVES IN THE CITY OF MANCHESTER AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT THEREFOR", by title only.

Alderman Ottenad made the motion for approval of Resolution # 14-0487. The motion was seconded by Alderman Clement and carried unanimously, without objection.

c. BILL APPROVING TEXT AMENDMENT TO ZONING REGULATIONS FOR SIGNS IN RESIDENTIAL DISTRICTS

Alderman Diehl introduced Bill # 14-2186, entitled: "AN ORDINANCE AMENDING SECTION 405.330 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER RELATING TO SIGNS IN RESIDENTIAL DISTRICTS", by title only.

Alderman Ottenad advised that she has concerns about a big portion of this Bill.

Alderman Ottenad asked about Section A (3) where there was reference to 3.5 to 4.0 square feet instead of six. She said six square feet is double what is a normal "for sale" sign. She asked that they not accept that on lawns. Alderman Hamill commented that six square feet is rather large.

Alderman Ottenad referred to Section A (4), she suggested that the signs be allowed the day of and the day before.

Alderman Ottenad discussed two square feet for directional signs. As the Ordinance reads, there would be six directional signs. She suggested a maximum of three instead of six.

Alderman Schrader indicated that in his subdivision, he would recommend five directional signs.

There was a discussion about the number of possible signs within a subdivision and the height of the signs from the ground level.

Alderman Clement discussed differentiating permanent signs from temporary signs.

There was also discussion regarding differentiating commercial advertising from sponsorship. Also, signs showing renovation or repair work were discussed.

Alderman Hamill asked if there are any “wall signs” that the members of the Board could view.

City Attorney Gunn stated it is bad to develop an Ordinance for one particular entity.

Attorney Patrick R. Gunn summarized the proposed changes to Bill # 14-2186, as follows:

In Paragraph A (3), the sign size to be reduced from six (6) square feet to four (4) square feet;

In Paragraph A (4), the exception is to be on the day of and the day before an event;

In Paragraph A (4), the sign size shall not exceed six (6) square feet shall be reduced to two (2) square feet;

In Paragraph A (4), change from a maximum of six (6) temporary directional signs to three (3) temporary directional signs;

In Paragraph A (4), clarify that the height is to be from the ground;

In Paragraph B, add at the beginning of the paragraph the word “permanent”;

In Paragraph C, add at the beginning of the paragraph after the word “A”, the word “temporary”;

In Paragraph C, reduce the size from six (6) square feet to four (4) square feet;

In Paragraph D, staff is to develop language distinguishing commercial advertising from some kind of sponsorship;

In Paragraph D, add “churches or religious affiliations”;

In Paragraph D, clarify that it is to be two weeks before the event, and

In Paragraph D, reduce the allowable area for signs for directional events from nine (9) square feet to two (2) square feet.

No further action at this time.

d. **BILL APPROVING TEXT AMENDMENT TO ZONING REGULATIONS TO CHANGE THE NUMBER OF USED APPAREL AND ACCESSORY STORES IN THE CITY**

Alderman Clement introduced Bill # 14-2187, entitled: “AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER RELATING TO THE SALE OF USED APPAREL IN THE C-1, C-2 AND PLANNED COMMERCIAL ZONING DISTRICTS OF THE CITY”, by title only.

No further action at this time.

Attorney Gunn reminded the members of the Board of Aldermen that the moratorium remains in effect.

e. **BILL APPROVING SPECIAL USE PERMIT FOR PLATO’S CLOSET TO OPERATE AT 14206 MANCHESTER ROAD**

Alderman Hamill introduced Bill # 14-2188, entitled: "AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO NORTH STAR CONSULTING, INC., D/B/A PLATO'S CLOSET, TO OPERATE A USED APPAREL AND ACCESSORY STORE, SUBJECT TO CERTAIN CONDITIONS, AT 14206 MANCHESTER ROAD AS PROVIDED FOR IN SECTION 405.260 (C) (2) (d) (2) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER ", by title only.

No further action at this time.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. ADJOURNMENT

At 8:37 p.m., there being no further business, Alderman Clement made the motion to adjourn. The motion was seconded by Alderman Schrader and carried unanimously, without objection. The meeting adjourned at 8:37 p.m.

Respectfully submitted,

Ruth E. Baker, CMC/MRCC
City Clerk

***Note:** This is a journal of the Board of Aldermen meeting held April 7, 2014 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.*